

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2002

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Housing Authority of the City of Asheville

PHA Number: NC007

PHA Fiscal Year Beginning: (mm/yyyy) 10/2002

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☒ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here) **The Housing Authority of the City of Asheville, in conjunction with the resident associations/council and other collaborative sources, will provide affordable, decent, safe, and sanitary housing where the need exists within the authorized jurisdiction to low, moderate and middle income persons. Through funds and services, the Housing Authority will promote suitable social, health, educational, economic and home ownership opportunities.**

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☐ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
 - ☐ Reduce public housing vacancies:
 - ☐ Leverage private or other public funds to create additional housing opportunities:
 - ☐ Acquire or build units or developments
 - ☐ Other (list below)
- ☐ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☐ Improve public housing management: (PHAS score)
 - ☐ Improve voucher management: (SEMAP score)

- ☐ Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

☐ **PHA Goal: Increase assisted housing choices**

Objectives:

- ☐ Provide voucher mobility counseling:
- ☐ Conduct outreach efforts to potential voucher landlords
- ☐ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

☐ **PHA Goal: Provide an improved living environment**

Objectives:

- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☐ **PHA Goal: Promote self-sufficiency and asset development of assisted households**

Objectives:

- ☐ Increase the number and percentage of employed persons in assisted families:
- ☐ Provide or attract supportive services to improve assistance recipients' employability:
- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
 - ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

Goal I: The Housing Authority will work to improve participation of the Resident Associations/Council in the planning, organization and implementation of Housing Authority business, when appropriate. The attendance at Board and Resident Council meetings will be used to measure involvement. Records concerning attendance will be on file in the Housing Authority's administrative offices.

Objectives:

- **Provide transportation when possible to Board meetings and Resident Council meetings.**
- **Childcare during Resident Associations/Council and Board meetings.**
- **Yearly retreat (Housing Authority Board and staff) to include residents for participation and input.**
- **Quarterly meetings with resident council officers and office staff for updates, orientation and problem.**
- **Agendas to Resident Association/Council or Board meetings.**
- **Provide residents compensation for duties where warranted.**

- Pursue other opportunities for the Residents Council to provide services to the Housing Authority for compensation.

Goal II: To expand and maintain affordable, decent, sanitary and safe (physical and personal safety) housing for low, moderate, middle income and special needs people. A collaborative effort will be established between other government agencies and the private sector to build and implement measures to promote income mixing and equal opportunity housing for all people. Documentation for the success of the project can be identified by the number of people who are provided services and the number of funding sources that provide assistance.

Objectives:

- Review physical needs assessments to determine capital improvements.
- Leverage private, nonprofit agencies, or other public funds to meet housing expansion needs.
- Reduce public housing vacancies by reconfiguration, incentives and improved curb appeal.
- Complete all major renovation or modernization of public housing units.
- Improve public housing management through quarterly meetings with Residents Council officers and office staff and customer service training.
- Improve quality of daily maintenance by providing housekeeping training for residents through social agencies. Continue to enhance the inspection process as relates to housekeeping.
- Implement measures to deconcentrate poverty by mixing low and moderate income families in public housing.
- Implement public housing security improvements.
- Continue and enhance our (Housing Authority and residents) work with ARGUS and law endorsement to decrease crime.
- Continue to review and enhance guidelines for screening applicants in order to eliminate child abusers, drug dealers and other potentially dangerous applicants.
- Continue to provide programs in areas of drug elimination, etc. to provide safety for the residents.

Goal III: To promote, train and encourage self-improvement strategies to create opportunities for home ownership. Collaborative efforts will be established with nonprofit agencies and private real estate associations to provide the necessary training in the methodology required for families of residents to break the cycle of living in public housing. Meeting agendas will be placed on file in the administrative office of the Housing Authority for review of collaborative efforts with outside agencies.

- Provide education and training through social agencies for residents to pursue avenues required to generate funds needed for home ownership.
- Develop a partnership between residents and agencies that encourages self-help for ownership.
- Encourage residents to take advantage of training opportunities.
- Continue to pursue grants that would provide home ownership opportunities.

Goal IV: To provide or expand facilities for recreational, educational, economic and health activities for public housing residents.

Objectives:

- Develop space where human service activities can function, such as medical, social, welfare and chat groups, etc.
- Provide a space for elderly, handicapped and children to mingle, attend classes, play games and socialize.
- Construct multipurpose facilities (locations based on survey), contingent upon funding availability.
- Renovate or develop within existing buildings multipurpose facilities, contingent upon funding availability.
- Pursue additional vans for transportation of residents to group activities.

Goal V: To evaluate and reorganize staff and staff responsibilities to improve the operation of the Housing Authority. The reorganization should be completed within the first six months of year 2000, measured by job efficient and innovative programs planned, organized or implemented for housing residents. The evaluation process should be used in the years 2001 and 2003 for staff improvements and organization adjustment.

Objectives:

- Assist the residents in organizing and implementing program activities for all residents (youth, adults, special populations, etc.)
- Ongoing training should be added to upgrade skills of staff in areas that require improvement. Skills must be noted through increased job performance and innovative programs implemented for housing residents.
- Use a sensitive approach toward all persons.
- Provide salary scales and raises in conjunction with job assignments based on job efficiency.
- Evaluate programs to improve staff performance yearly.

Annual PHA Plan
PHA Fiscal Year 2000

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The plans, statements, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach that is consistent with the consolidated plan. A few highlights of our Annual Plan are:

- 1. We have adopted local preferences that include working families, those enrolled in educational training, or upward mobility programs, involuntary displacement, victims of domestic violence, substandard housing, high rent burden, etc.**
- 2. We have adopted an aggressive screening policy to ensure that new admissions will be good neighbors.**
- 3. We have implemented a deconcentration policy.**
- 4. We have implemented a pet policy.**
- 5. We have established a minimum rent of \$50.**

6. We have established flat rents for all of our developments.

In summary, we are on course to improve affordable housing in Asheville.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

	<u>Page #</u>
Annual Plan	7
i. Executive Summary	7
ii. Table of Contents	8
1. Housing Needs	15
2. Financial Resources	23
3. Policies on Eligibility, Selection and Admissions	24
4. Rent Determination Policies	33
5. Operations and Management Policies	39
6. Grievance Procedures	40
7. Capital Improvement Needs	41
8. Demolition and Disposition	52
9. Designation of Housing	53
10. Conversions of Public Housing	54
11. Homeownership	56
12. Community Service Programs	58
13. Crime and Safety	60
14. Pets (Inactive for January 1 PHAs) (Component 14)	63
15. Civil Rights Certifications (included with PHA Plan Certifications)	67
16. Audit	67
17. Asset Management	67
18. Other Information	68
Attachments:	
Membership of Resident Advisory Board (Attachment A)	77
Resident Membership of the PHA Governing Board (Attachment B)	77
Brief Statement of Progress in Meeting the 5-Year Plan Mission and Goals (Attachment C)	77
Implementation of Public Housing Resident Community Service Requirement (Attachment D)	78
Project-Based Vouchers (Attachment E)	80

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for Deconcentration
- ☒ FY 2000 Capital Fund Program Annual Statement
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- ☒ Membership of Resident Advisory Board (Attachment A - Notice PIH 2000-43 (HA))
- ☒ Resident Membership of the PHA Governing Board (Attachment B – Notice PIH 2000-43 (HA))
- ☒ Brief Statement of Progress in Meeting the 5-Year Plan Mission and Goals (Attachment C – Notice PIH 2000-43 (HA))
- ☒ Implementation of Public Housing Resident Community Service Requirement (Attachment D – Notice PIH 2000-43 (HA))
- ☐ PHDEP Plan (Attachment E)
- ☒ Pet Policy — Notice PIH 2000-43 (HA). See Pet Policy under Component 14.
- ☒ Initial Voluntary Conversion Assessment
- ☒ Deconcentration and Income Mixing

INDIVIDUAL DEVELOPMENT ANALYSIS

Voluntary Conversion of Public Housing Development Analysis Required Initial Assessment

DEVELOPMENT NUMBER NC 7

Complete the questions below as necessary to determine if Conversion of Public Housing to Tenant-Based Assistance may be appropriate:

Necessary conditions for voluntary conversion from public housing to Section 8 Tenant-based assistance:
Conversion ... <ul style="list-style-type: none">• Will not be more expensive than continuing to operate the development (or portion of it) as conventional public housing;• Will principally benefit the residents of the public housing development to be converted and the community; and will not adversely affect the availability of affordable housing in the community.• Will not adversely affect the availability of affordable housing in the community.

1. Is the cost of conversion to tenant-based assistance more expensive than continuing to operate the development as a public housing community? Use the most recent financial (year-end) statements for public housing and Section 8.

- a. Public Housing Line 520, HUD 52599 \$311.59 PH
- b. Section 8 HUD 52681, line 23 5,520,780 divided
by Line 6 14,110 = avg. unit cost \$391.27

(If you do not administer a Section 8 program, you may contact another Housing Authority in your area with the same Fair Market Rents and use its information or contact your Public Housing Revitalization Specialist.)

Is Line **1b** higher than Line **1a**? YES X NO

If the answer to **Line 1c** is **yes**, it is more expensive to convert to tenant-based assistance and the development is not appropriate for conversion. You do not have to complete Lines 2 or 3. If the answer to **Line 1c** is **no**, continue to Line 2 below.

DECONCENTRATION PLAN

General:

The United States Congress enacted the Quality Housing and Work Responsibility Act (QHWRA) on October 21, 1998. In accordance with this act, the Asheville Housing Authority (AHA) proposes an admissions policy designed to provide for the deconcentration of poverty and income mixing. This will be accomplished by bringing higher income residents into lower income family developments. Lower income applicants are eligible to move into any development they choose. The Admissions and Continued Occupancy Policy (ACOP) of the AHA will be modified to achieve this goal and will incorporate this plan by reference.

Selection of Very Low Income Families:

The new act also requires AHA to ensure that at least 40 percent of all families admitted into public housing have incomes that do not exceed 30 percent of the area median. At the present time, nearly all of the public housing applicants have incomes at 30 percent or less of the median. Since the number of very_low income applicants is so high, file AHA does not feel it is necessary to have a special plan. However, the 40 percent requirement for all new public housing admissions will be monitored on a quarterly basis to ensure compliance.

Existing Conditions:

As per Exhibit A, higher income families that are defined by HUD as more than 115% of the total average income live at Livingston Heights and Klondyke Homes. Lower income families that are defined by HUD as less than 85% of the total average income live in Deaverview Apartments and Pisgah View Apartments.

Deconcentration Plan:

The existing conditions shown above present a considerable challenge to change housing patterns that have built up over many years.. The AHA will consider the introduction of the following incentives to help reverse these trends:

1. Once the current modernization for Erskine and Klondyke are completed, the first priority of AHA's modernization funds will be spent on Altamont, Deaverview, Hillcrest, Pisgah View, and Lee Walker Heights. The AHA will take measures to improve the interiors, make additional site improvements, and improve the exterior lighting to enhance the perception of safety.
2. The AHA is proposing extra income disregards or permissive exclusions as permitted by the QHWRRA. These will be in the following forms:
 - a. Exclude travel expenses in the amount of \$25 per week for household members employed fulltime.
 - b. Exclude \$2,000 of all income earned by the family.
3. Incentives for new applicants will be provided through a working family preference to be proposed in the new ACOP.
4. The AHA will also increase its affirmative marketing for higher income applicants.
5. Incentive transfers will be offered to working families to move into Deaverview and Pisgah View. No incentive transfers will be allowed into Livingston and Klondyke.
6. Finally, the most powerful incentive will be the utilization of the new rent structures required by the QHWRRA. This will be an incentive to both new applicants and existing residents. The definitions of these rents are as follows:
 - a. Flat Rents: The law requires the AHA to establish a flat rent for each public housing unit. The flat rent must be based on the market value of the unit and designed so that it does not discourage families working towards economic self-sufficiency. A flat rent will be established for each site and unit type.
 - b. Family Choice of Rent Amount: Each year, each public housing family may choose to have their rent based on the formula method or a flat amount as established by the AHA. For families electing the flat rent, the AHA will be required to reexamine the family's income at least once every three years. The above definitions of rent were used to derive the proposed rent structure as shown in Exhibit A, 2 of 2.

B. The new flat rents will be used to entice working families to move to the lower income family developments. Lower income applicants are eligible to move into any development they choose.

Conclusion:

Over time, and for many reasons, lower income families have become concentrated in Deaverview and Pisgah View. The AHA needs to provide mixed income developments. This deconcentration plan and its incentives will begin to provide more socially and income balanced developments.

Exhibit A

DEVELOPMENT	BEDROOMS	AVERAGE INCOME	DEVELOPMENT AVERAGE COMPARE TO TOTAL AVERAGE
Bartlett Arms	0BR = 87 1BR = 26 2BR = 1	\$ 7,409.16	1.09
Lee Walker Heights	1BR = 8 2BR = 45 3BR = 34 4BR = 9	\$ 5,911.49	0.87
Pisgah View Apts.	1BR = 32 2BR = 124 3BR = 68 4BR = 38	\$ 4,754.95	0.70
Erskine/Walton Apts.	1BR = 12 2BR = 48 3BR = 46 4BR = 16 5BR = 2	\$ 6,877.12	1.01
Aston Park Tower	0BR = 93 1BR = 68 2BR = 1	\$ 7,465.57	1.09
Livingston Heights	1BR = 24 2BR = 64 3BR = 34 4BR = 16 2BR – HC = 10 3BR – HC = 2	\$ 10,378.94	1.52
Deaverview Apts.	1BR = 20 2BR = 70 3BR = 56 4BR = 14	\$ 5,634.73	0.83
Altamont Apts.	0BR = 13 1BR = 42 2BR – 1	\$ 6,951.66	1.02

Klondyke Apts.	1BR = 16 2BR = 60 3BR = 63 4BR = 15	\$ 8,366.94	1.23
Hillcrest Apts.	1BR = 16 2BR = 110 3BR = 80 4BR = 20 5BR = 8	<u>\$ 7,208.84</u>	1.06
	Total	\$ 70,959.40	
	Total Average	\$ 7,095.94 ÷ 1.04 = 6,823	

Unit Size Adjustment

0BR	193	0.70	= 135
1BR	264	0.85	= 224
2BR	534	1.00	= 534
3BR	383	1.25	= 479
4BR	128	1.40	= 179
5BR	<u>10</u>	1.61	<u>= 16</u>
	1512		1567 ÷ 1512 = 1.04

Flat Rents

SITES	0-BR	1-BR	2-BR	3-BR	4-BR	5-BR
Lee Walker Heights		385	425	475	495	
Pisgah View Apartments		290	310	340	350	
Hillcrest Apartments		310	340	375	390	415
Erskine-Walton Apartments		400	450	510	530	560
Livingston Heights		310	340	375	380	
Livingston Heights handicapped			360	365		
Deaverview Apartments		310	340	370	390	
Klondyke – Clusters		440	470	560		
Klondyke Homes				354	360	
Kenilworth Homes				379	385	
Bartlett Arms	290	320	350			
Aston Park Tower	260	310	375			
Garden Apartments	280	320				
Altamont Apartments	280	310	325			

Note: Flat rents are market rents for each property based on the existing breakdown between tenant/landlord responsibility for utility bills – all projects are unique in this respect.

Optional Attachments:

- ☐ PHA Management Organizational Chart
- ☒ FY 2000 Capital Fund Program 5 Year Action Plan
- ☒ Public Housing Drug Elimination Program (PHDEP) Plan
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **There were no formal written comments received by the Resident Advisory Board or Boards because we went through the Annual Plan with them in preparing the final form.**
- ☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation:	Annual Plan: Eligibility, Selection, and Admissions

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	programs/plans	Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	PHA's Follow-up Plan from the annual Resident Assessment Satisfaction Survey (RASS)	Annual Plan: RASS Follow-up Plan

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Locatio n
Income <= 30% of AMI	1,335	5	5	4	3	4	3
Income >30% but <=50% of AMI	1,199	4	5	3	3	4	3
Income >50% but	2,050	3	4	2	2	2	2

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Locatio n
<80% of AMI							
Elderly	954	4	4	4	4	2	3
Families with Disabilities	694	5	5	4	5	3	3
Caucasian	93%	NA	NA	NA	NA	NA	NA
African American	7%	NA	NA	NA	NA	NA	NA
Hispanic	<1%	NA	NA	NA	NA	NA	NA
Other	<1%	NA	NA	NA	NA	NA	NA

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy
("CHAS") dataset 1990
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1994		53
Extremely low income <=30% AMI	1391	68%	
Very low income (>30% but <=50% AMI)	464	23%	
Low income (>50% but <80% AMI)	0	0	
Families with children	1078	54%	
Elderly families	63	3%	
Families with Disabilities	402	20%	
Caucasian	1300	65%	
African American	673	34%	
Native American	13	.65%	
Hispanic	8	.40%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	223	58.1	136
2 BR	10	2.9	132
3 BR	10	2.9	79
4 BR	1	.03	10
5 BR	0	.0	0
5+ BR	0	.0	0

Housing Needs of Families on the Waiting List
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1112		341
Extremely low income <=30% AMI	890	80%	
Very low income (>30% but <=50% AMI)	199	18%	
Low income (>50% but <80% AMI)	11	.99%	
Families with children	762	69%	
Elderly families	24	2%	
Families with Disabilities	137	12%	
Caucasian	509	46%	
African American	588	53%	
Native American	1	1%	
Hispanic	4	.36%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	464	41.8%	116
2 BR	406	36.5	138
3 BR	209	18.8%	69
4 BR	28	2.5%	14
5 BR	4	4%	2
5+ BR	1	.1%	2

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based Section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☒ Other: (list below)

Designated Housing Plan for Aston Park Tower

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)

Designated Housing Plan for Aston Park Tower

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing

- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)	4,584,870	PH Operations
a) Public Housing Operating Fund	2,301,053	PH Capital Improv.
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	7,792,125	Section 8 Tenant Based
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	PH Safety/Security
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)	-0-	
3. Public Housing Dwelling Rental Income	2,034,878	PH Operations
4. Other income (list below)		
Management Fees	546,973	PH Operations
Sales & Service	61,600	PH Operations
4. Non-federal sources (list below)		
Total resources	17,321,499	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☒ Other: (describe) **At time of application.**

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☐ Other (describe)

c. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

We obtain criminal records through a service.

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)?

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
- ☐ Two
- ☒ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☒ Overhoused
- ☒ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☒ Substandard housing
- ☒ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- 3 Substandard housing
- 3 Homelessness
- 4 High rent burden

Other preferences (select all that apply)

- ☐ 1 Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☒ 1 Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ 2 Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

Applicants with more than one preference will be selected ahead of families with only one preference provided at least one of their preferences has a ranking at least as high as the other families on the waiting list..

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

- a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. ☒ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to b was yes, what changes were adopted? (select all that apply)
- ☐ Adoption of site-based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☒ Other (list policies and developments targeted below)
a) Income disregard for travel expenses and \$2000 of earned income; b) Working family preference; c) Incentive transfers; d) Flat rents
- d. ☒ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
- ☒ Additional affirmative marketing
- ☒ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☒ Adoption of rent incentives to encourage deconcentration of poverty and income mixing
- ☐ Other (list below)
Flat Rents
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☒ List (any applicable) developments below:

Deaverview Apts., Hillcrest Apts., Pisgah View Apts.

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
☒ List (any applicable) developments below:

Livingston Heights and Klondyke Homes

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☒ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☐ Other (list below)
- b. ☐ Yes ☒ No: * Does the PHA request criminal records from local law enforcement agencies for screening purposes?
* **We pull criminal records through a service.**
- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
☒ Other (describe below)

Rent

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project-based certificate program
☐ Other federal or local program (list below)

- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

All vouchers are initially issued for a 120-day period because the rental market is very, very tight and rental rates are high.

(4) Admissions Preferences

- a. Income targeting

- ☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☒ Substandard housing
- ☒ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1. Involuntary displacements, including victims of domestic violence
2. Homeless, including graduates of transitional housing program for homeless, substandard housing, substance abusers and victims of domestic abuse
3. Disability preference which is extended to disabled persons or families with a disabled member
4. Working preference for families with at least one adult who is employed at least thirty-five (35) hours per week
5. Rent burden for families paying more than fifty percent (50%) of their income for rent and utilities for at least ninety (90) days

All other eligible applications will be filed and selected based on date and time of pre-application

Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
- 2 Homelessness
- 5 High rent burden

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
Working families with at least one adult who is employed at least thirty-five (35) hours per week.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
☒ Briefing sessions and written materials
☒ Other (list below)

Brochures

- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

- b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
☒ \$26-\$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

The HACA must notify all families of their right to request a minimum rent hardship exemption under the law, and that determinations are subject to the grievance procedure;

If the family requests a hardship exemption, the minimum rent requirement is immediately suspended;

Suspension may be handled as follows: the minimum rent is suspended until a determination is made whether:

There is a hardship covered by the statute; and

The hardship is temporary or long-term.

If the HACA determines that there is no hardship covered by the statute, minimum rent is imposed (including back payment for minimum rent from time of suspension).

If the HACA determines that the hardship is temporary, the minimum rent also is imposed (including back payment for minimum rent from the time of suspension), but the family cannot be evicted for nonpayment during the 90-day period commencing on the date of the family's request for exemption of minimum rent in excess of the tenant rent otherwise payable. A reasonable repayment agreement must be offered for any such rent not paid during that period. If the family thereafter demonstrates that the financial hardship is of long-term duration, the HACA shall retroactively exempt the family from the minimum rent requirement.

- c. Rents set at less than 30% than adjusted income

1. ☒ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

Flat rents

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☒ For the earned income of a previously unemployed household member
- ☒ For increases in earned income
- ☒ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Flat rents

- ☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- ☒ For household heads
- ☒ For other family members
- ☒ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- ☒ Other (list below)

Most changes in family income between re-examinations will not result in a rent change. HACA will process interim changes in rent in accordance with the chart below:

INCOME CHANGE

HACA ACTION

Decrease in income for any reason, Except for decrease that lasts less than 30 days. Increase in income following HACA granting of interim rent decrease.

HACA will process an interim reduction in rent. An interim reduction will not be processed if the decrease will last less than 30 days. HACA will process an interim increase for income increases that follow interim rent reductions.

Any increase in earned income or Increase in unearned income from household member.

HACA will defer the employment of a current regular re-examination, unless the resident was set for a special re-examination.

Increase in income because a person with income (from any source) joins the household.

The rent will increase two months after the date the person joins the household.

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
☐ Survey of rents listed in local newspaper
☐ Survey of similar unassisted units in the neighborhood
☒ Other (list/describe below)

Market study prepared by a state-certified appraiser.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
☐ 100% of FMR
☒ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ The PHA has chosen to serve additional families by lowering the payment standard

- ☐ Reflects market or sub market
☒ Other (list below)
N/A

c. If the payment standard is higher than FMR, why has the PHA chosen this level?
(select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
☒ Reflects market or submarket
☒ To increase housing options for families
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
☐ Rent burdens of assisted families
☒ Other (list below)
Market Rents

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached.
- ☒ A brief description of the management structure and organization of the PHA follows:

The Housing Authority is governed by a Board of Commissioners, consisting of five members. There is an executive director, deputy executive director and seven major department heads that oversee the management operation of the Housing Authority.

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1420	397
Section 8 Vouchers	1243	53
Section 8 Certificates	44	2
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	HOPWA 23 Vouchers Mainstream 21 Vouchers	20 0
Public Housing Drug Elimination Program (PHDEP)	1512	752
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Administrative Policy Manual
Maintenance Policy (Infestation policy contained in this document)
Admissions and Continued Occupancy Policy
(2) Section 8 Management: (list below)

Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6.
Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **Annual Statement/Performance and Evaluation Report.**

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

Annual Statement

Part I: Summary
FFY of Grant Approval FFY
2001

Capital Fund Program (CFP)

Capital Fund Grant Number NC19P00750101

HA Name Housing Authority of the City of Asheville		
<input checked="" type="checkbox"/> Original Annual Statement		
Line No.	Summary by Development Account	Total Estimated Cost Original
1	Total Non-CGP Funds	
2	1406 Operations (May not exceed 20% of line 20)	399,623
3	1408 Management Improvements	368,880
4	1410 Administration	234,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	1,334,164
11	1465.1 Dwelling Equipment - Nonexpendable	33,600
12	1470 Non-dwelling Structures	
13	1475 Non-dwelling Equipment	
14	1485 Demolition	52,500
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	10,500
18	1498 Mod Used for Development	
19	1502 Contingency (may not exceed 8% of line 20)	60,000
20	Amount of Annual Grant (Sum of lines 2-19)	2,493,267
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	
Signature of Executive Director _____ Date _____		Signature of Public Housing Director _____ Date _____

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Annual Statement

Capital Fund Program (CFP)

Part II: Supporting Pages

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost Original
NC 7-12 Klondyke Homes Exterior	NC 7-12 Klondyke		
	18 Detached 127-134, 140-147, 149-150		
	Roofing (2980 each)	1460	53,640
	Gutter and Downspouts	1460	50,436
	Wood Siding- repair, clean, stain (2818 each)	1460	50,724
	Sub-Total		154,800
	Kenilworth Site - 6 Detached 135-139 & 148		
	Gutters and Downspouts	1460	16,510
	NC 7-12 - Klondyke - Interior - 42 Units		
	Demolition	1485	52,500
	Doors Exterior	1460	63,000
	Doors Interior	1460	126,000
	Windows	1460	86,940
	Gypsum Board, Painting, Carpentry	1460	315,000
	Floor Covering	1460	84,000
	Cabinets	1460	131,250
	Plumbing	1460	110,250
	Heating	1460	84,000
	Electrical	1460	149,310
	Unit cleaning	1460	13,104
	Ranges	1465.1	14,700
	Refrigerators	1465.1	18,900
	Resident's Council Moving Residents	1495.1	10,500
	Sub-Total		1,259,454
	Sub-Total this sheet		1,430,764
Signature of Executive Director	Date	Signature of Public Housing Director	Date

Annual Statement

Capital Fund Program (CFP)

Part II: Supporting Pages

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost Original
PHA Wide	Management. Improvements		
	Residents Council Lawn Maintenance	1408	73,750
	Trucks for Preventive Maintenance	1408	95,130
	Prev. Maint. 2 Men @ 60,000 plus material @ 10,000		70,000
	Computer Hardware/Software	1408	40,000
	Employee Training		30,000
	Administrative Vehicles	1408	60,000
	Sub-Total		368,880
PHA Wide	Operations		
	Operations at 20% of Grant	1406	399,820
	Sub-Total		399,623
PHA Wide	Contingency		
	Contingency - 8% Max	1502	60,000
	Sub-Total		60,000
PHA Wide	Administration		
	Director of Construction	1410	52,000
	Inspection - Clerk of the Works	1410	47,000
	Mod Coordinator /Accounting	1410	50,000
	Director of Finance	1410	50,000
	UNIX Software/Network Administrator/Online Trans.	1410	35,000
	Sub-Total		234,000
	Sub-Total Page 1		1,430,764
	Sub-Total this sheet		1,062,503
	GRAND TOTAL 2001 PLAN		2,493,267
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

Capital Fund Program (CFP)

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
	Original	Original
NC 7-12 Klondyke		
18 Detached 127-134, 140-147, 149-150		
Roofing (2980 each)	Mar-2003	Sep-2004
Gutter and Downspouts	Mar-2003	Sep-2004
Wood Siding- repair, clean, stain (2818 each)	Mar-2003	Sep-2004
Kenilworth Site - 6 Detached 135-139 & 148		
Gutters and Downspouts	Mar-2003	Sep-2004
NC 7-12 - Klondyke - Interior - 42 Units		
Demolition	Mar-2003	Sep-2004
Doors Exterior	Mar-2003	Sep-2004
Doors Interior	Mar-2003	Sep-2004
Windows	Mar-2003	Sep-2004
Gypsum Board, Painting, Carpentry	Mar-2003	Sep-2004
Floor Covering	Mar-2003	Sep-2004
Cabinets	Mar-2003	Sep-2004
Plumbing	Mar-2003	Sep-2004
Heating	Mar-2003	Sep-2004
Electrical	Mar-2003	Sep-2004
Unit cleaning	Mar-2003	Sep-2004
Ranges	Mar-2003	Sep-2004
Refrigerators	Mar-2003	Sep-2004
Resident's Council Moving Residents	Mar-2003	Sep-2004
PHA-Wide		
Management. Improvements	Mar-2003	Sep-2004
Residents Council Lawn Maintenance	Mar-2003	Sep-2004
Trucks for Preventive Maintenance	Mar-2003	Sep-2004
Prev. Maint. 2 Men @ 60,000 plus material @ 10,000	Mar-2003	Sep-2004
Computer Hardware/Software	Mar-2003	Sep-2004
Employee Training	Mar-2003	Sep-2004
Administrative Vehicles	Mar-2003	Sep-2004
Operations at 20% of Grant	Mar-2003	Sep-2004
Contingency - 8% Max	Mar-2003	Sep-2004
Administration		
Director of Construction	Mar-2003	Sep-2004
Inspection - Clerk of the Works	Mar-2003	Sep-2004
Mod Coordinator /Accounting	Mar-2003	Sep-2004
Director of Finance	Mar-2003	Sep-2004
UNIX Software/Network Administrator/Online Trans.	Mar-2003	Sep-2004
Signature of Executive Director	Signature of Public Housing Director	

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

☒ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

Capital Fund Program 5-Year Action Plan

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

CFP 5-Year Action Plan			
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement			
Development Number	Development Name (or indicate PHA wide)		
NC7-8	Livingston Heights		
Description of Needed Physical Improvements or Management Improvements	Estimated Cost		Planned Start Date (HA Fiscal Year)
Interior - 100 units			
Demolition	1,250	125,000	2004-2005
Doors Exterior	1,500	150,000	2004-2005
Doors Interior	3,000	300,000	2004-2005
Windows	2,070	207,000	2004-2005
Gypsum Board, Painting, Carpentry	7,500	750,000	2004-2005
Floor Covering	2,000	200,000	2004-2005
Cabinets	3,125	312,500	2004-2005
Plumbing	2,625	262,500	2004-2005
Heating	2,000	200,000	2004-2005
Electrical	3,555	355,500	2004-2005
Unit cleaning	312	31,200	2004-2005
Ranges	350	35,000	2004-2005
Refrigerators	450	45,000	2004-2005
Resident's Council Moving Residents	250	25,000	2004-2005
Total estimated cost over next 4 years	2,998,700.00		

Capital Fund Program 5-Year Action Plan

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

CFP 5-Year Action Plan				
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement				
Development Number		Development Name (or indicate PHA wide)		
NC 7-12		Klondyke Homes		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	
Planned Start Date (HA Fiscal Year)				
NC 7-12 - Klondyke - Interior - 112 Units			1250	140,000
Demolition			1250	140,000
Doors Exterior			1500	168,000
Doors Interior			3000	336,000
Windows			2070	231,840
Gypsum Board, Painting, Carpentry			7500	840,000
Floor Covering			2000	224,000
Cabinets			3125	350,000
Plumbing			2625	294,000
Heating			2000	224,000
Electrical			3555	398,160
Unit cleaning			312	34,944
Ranges			350	39,200
Refrigerators			450	50,400
Resident's Council Moving Residents			250	28,000
Total estimated cost over next 4 years			3,498,544	

Capital Fund Program 5-Year Action Plan

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
	PHA Wide	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Mgmt. Improvements: Prev. Maint. 2 Men @ \$60,000/year plus material @ \$10,000/year for four years	280,000	2002-2005
Mgmt. Improvements: Computer Hardware/Software @ \$35,000/year for four years	140,000	2002-2005
Mgmt. Improvements: Employee Training @ \$30,000/year for four years	120,000	2002-2005
Non-dwelling Equipment: Vehicle Replacement/Painting	280,556	2002-2004
Resident's Council Lawn Maintenance @ \$73,750/yr. For four years	295,000	2002-2005
Operations (not to exceed 20%) @ \$351,067/year for four years	1,404,268	2002-2005
Administration: Mod Coordinator /Accounting @ \$50,000/year for four years	200,000	2002-2005
Administration: Director of Construction @ \$52,000/year for four years	208,000	2002-2005
Administration: Inspection/Construction Super @ \$47,000/year for four years	188,000	2002-2005
Administration: Director of Finance @ \$55,000/year for four years	220,000	2002-2005
Administration: Network Administrator/ IT Professional @ \$35,000/year for four years	140,000	2002-2005
Total estimated cost over next 4 years	3,475,824.00	

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved
 - ☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:

- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- If yes, list developments or activities below:

- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of

1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the

U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: Aston Park Tower
1b. Development (project) number: NC 7-6
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(11/08/01)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously approved Designation Plan?
6. Number of units affected: 119
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered

under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

NOTE: The PHA had an approved HOPE I Program, which has been closed.

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

**Public Housing Homeownership Activity Description
(Complete one for each development affected)**

1a. Development name:

1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☐ Yes ☒ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☒ Section 8 admissions policies

- ☐ Preference in admission to section 8 for certain public housing families
- ☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Residents Council -</i>				
Mowing Contract	\$70,000			Both
Mowing Contract	As needed			Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)

Public Housing	N/A	N/A
Section 8	79	45

- b. ☐ Yes ☒ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

While program size has grown since last year, it still has not yet reached this PHA's minimum program size. Due to continued high numbers of participants successfully completing their contracts of participation and leaving the program, program size has remained difficult to increase to the minimum program size. However, this PHA continues its efforts to increase participation by expanding the program's outreach into the community through the distribution of program flyers and brochures to other community service agencies, giving speeches to other community service groups, to new Section 8 residents at tenant briefings, and through mailings distributed to existing Section 8 residents. Efforts have also been made to form a networking support group with other FSS coordinators in surrounding counties in an effort to share ideas and plans on increasing program size and participation levels.

C. Welfare Benefit Reductions

- The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
 - ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - ☒ Informing residents of new policy on admission and reexamination
 - ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
 - ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
 - ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

See Attachment D

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ **An increase of violent and/or drug-related crime in some or all of the PHA's developments (homicides, assaults, rape, domestic violence and child molestation, i.e.)**
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

**Lee Walker Heights, Pisgah View, Hillcrest, Erskine/Walton St.,
Livingston Heights, Deaverview, Aston park Tower Klondyke Homes and
Altamont**

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

**Lee Walker Heights, Pisgah View, Hillcrest, Erskine/Walton St.,
Livingston Heights, Deaverview, Aston Park Tower, Klondyke Homes and
Altamont**

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

**Bartlett Arms, Lee Walker Heights, Pisgah View, Deaverview,
Erskine/Walton, Livingston Heights, Aston Park Tower, Klondyke,
Hillcrest and Altamont Apts.**

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

HOUSING AUTHORITY OF THE CITY OF ASHEVILLE REGULATIONS ON PET OWNERSHIP IN HOUSING

THESE RULES AND REGULATIONS ARE A PART OF YOUR LEASE AGREEMENT:

Definition

For the purpose of these pet rules, "pet" is defined as domesticated small animals traditionally kept in the home for pleasure rather than for utility or commercial purposes. Pet is understood to be limited to four-legged, warm-blooded animals (such as dogs and cats) ("Class I Pets"); birds (specifically, canaries, parakeets and finches); rodents; fish; and turtles. "Pet" does not include specially trained animals to assist handicapped persons.

Pet Restrictions

There shall be no more than one (1) Class I pet per apartment unit and no more than two pets per apartment unit. (No limit is placed on the number of fish. However, only one fish tank is permitted and the size of the fish tank may not exceed 20 gallons.) Guests are not permitted to bring any type of pet onto the premises except those trained to assist the handicapped.

Location of Pets in the Building

Except in connection with ingress and egress to and from a pet owner's apartment, pets shall not be brought into public lobbies, elevators, or other public gathering spaces. When pets are moved through the building, they must be carried from the resident's apartment to the nearest outside exit via stairwells or elevators, avoiding all public areas as much as possible. Pets shall be on a leash outside the building and shall not be left unattended at any time. Pets other than fish and turtles may not be left unattended in a dwelling unit for more than eight (8) hours at any one time.

Sizes

Pets shall weigh no more than 20 pounds at time of maturity and stand no more than 18 inches at the shoulder. Pets which are not full grown when admitted to the Facility shall be understood to mature at the height and weight not to exceed those height and weight restrictions. American Kennel Club's standards shall determine the height and weight after maturity of dogs. A non-documented pet will be assumed to mature to that size which has been determined by a veterinarian, evidenced by a letter from a veterinarian to the Landlord or its Agent ("Landlord").

Licensure and Tags

Every pet must wear all animal licenses and inoculation tags (if the pet is of a type which is required to be inoculated and/or licensed under applicable state and local laws), and a tag bearing the owner's name, address, and phone number. All licenses and tags must be current.

Registration

Prior to admission to the Development, every pet must be registered with the Development and thereafter annually on the anniversary date of admission. Registration of pets requires proof of current licensure, including up-to-date proof of inoculations. Such tests, vaccines or shots shall be maintained on an annual basis, unless otherwise specified by a veterinarian. A verification letter that a cat or dog has been spayed or

neutered or declared (as discussed below) is required prior to admission. Evidence of a flea control program for fur bearing pets and verification of an alternate caretaker is also required as discussed below.

Prior to the admittance of a pet into the facility, residents will be required to complete a Pet Ownership Application Form.

Rejection of Admission of Pets

Prior to admission of a pet to the Premises, Landlord will complete the determination form. This form will be used to determine whether the pet should be admitted to the Premises.

The Landlord can refuse to register a pet if:

1. The pet is not a common household pet; or
2. Keeping the pet will violate any applicable pet rule; or
3. The pet owner fails or refuses to provide complete pet registration information or to annually update the information; or
4. In the event that the Landlord rejects admission of a pet he shall serve written notice on the pet owner stating the basis for the rejection. Such notice shall be given in accordance with subparagraph (i) or (ii) of the Service of Notice Provisions of these rules.

Altering

Female dogs and cats over six months must be spayed, and males over eight months must be neutered, unless a letter is received from a licensed veterinarian giving medical reason why such action is detrimental to the pet's health.

Liability

Residents owning pets shall be liable for the entire amount of all damages to the Development caused by their pet.

Consideration of liability insurance is recommended and may be obtained through most insurance agents and companies.

Pet Deposit

Each dog and cat owner must provide a pet security deposit in the amount of \$150 in addition to the standard rental security deposit. This deposit shall be maintained in a separate account as provided for by state law and HUD regulations for the maintenance of security deposits. The amount of the pet deposit is established to reflect the potential costs of fumigation, emergency boarding, and replacing carpeting and other furnishings as a result of pet odors, stains and damage. Upon termination of residence by the pet owner, or removal of any pet from the owner's apartment, all or part of the pet deposit will be refunded, dependent upon needed repairs and maintenance.

There is also a non-refundable pet fee of \$50 to cover costs to the development relating to the presence of pets for a class I pet. This will also cover the cost of flea control upon a resident vacating that has had a class I pet.

Therefore, the total pet deposit is \$200. This amount may be paid as follows: \$50 at the time the pet is registered with the Development Office and the remainder in not less than three equal installments per month until paid.

Sanitation

Dogs and cats are required to be "house-broken." Cats must be litter box-trained and dogs must be able to exercise outside the building. Cat litter boxes must be cleaned at least twice per week. Management may designate a space or spaces to be used exclusively for the purpose of exercising pets. Pet owners shall be responsible for the immediate clean up of feces after the

exercise of their pet. Residents must bag and securely tie feces and other waste (indoors and outdoors) and deposit it in designated trash receptacles. The pet owner will be charged a fee of \$25 for each failure to clean up and/or deposit waste in designated receptacles. The right to charge this fee is in addition to and not in lieu of any other rights and remedies granted to Development Owner under these rules, Pet Owner's lease, or at law or equity.

Residents are expected to keep feeding bowls clean so as not to attract roaches and/or other pests.

Flea Control

Upon admission of a dog or cat or other Class I Pet, the pet owner shall file with management proof that a flea control program acceptable to management will be maintained for the pet and pet owner's premises. Pet owner shall file at intervals determined by management proof that the pet owner is complying with the flea control program.

Noise

No pet may make noise, cause offensive odors or otherwise create a nuisance to other residents.

Pet Behavior

No pet that bites, attacks or demonstrates other aggressive, mischievous or destructive behavior may be kept in the Development.

Alternate Caretaker

The pet owner must supply Landlord with the names of at least two persons who will be willing to assume immediate responsibility for the pet in case of an emergency (i.e., when the pet owner is absent or unable to adequately maintain the pet). Written verification of the willingness of these persons to assume alternate caretaker responsibility is required. It is the responsibility of the pet owner to inform the management of any change in the names, addresses or telephone numbers of persons designated as alternate caretakers. Any expenses relating to alternate caretakers are the responsibility of the pet owner.

Sick or Injured Animals

No sick or injured pet will be accepted for occupancy without consultation and written acknowledgment of a veterinarian as to the condition of the pet's ability to live in an apartment situation. Acceptance regardless of documentation and consultation is the prerogative of Landlord, subject to the notice provisions contained in these rules. Admitted pets which suffer illnesses or injury must be immediately taken for veterinary care at the resident pet owner's expense.

Rule Enforcement/Pet Rule Violation Procedure

A. If the Landlord determines on the basis of objective facts, supported by written statements, that a pet owner has violated a rule governing the owning or keeping of pets, Landlord may serve a written notice of pet rule violation on the pet owner in accordance with the notice provision of these rules. The notice of pet rule violation shall: (i) contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated; (ii) state that the pet owner has ten (10) days from the effective date of service of the notice to correct the violation (including, in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation; (iii) state that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and (iv) state that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

B. If the pet owner makes a timely request for a meeting to discuss an alleged pet rule violation, the Landlord shall establish a mutually agreeable time and place for the meeting, but no later than fifteen (15) days

from the effective date of the service of the notice of pet rule violation (unless the Landlord agrees to a later date) . At the pet rule violation meeting, the pet owner and Landlord shall discuss any alleged pet rule violation and attempt to correct it. The Landlord may, as a result of the meeting, give the pet owner additional time to correct the violation.

If the pet owner and Landlord are unable to resolve the pet rule violation at the pet rule violation meeting, or if the Landlord determines that the pet owner has failed to correct the pet rule violation within any additional time provided for this purpose under this paragraph B, the Landlord may serve a written notice on the pet owner in accordance with the notice provisions of these rules (or at the meeting, if appropriate), requiring the pet owner to remove the pet. This notice shall:

(i) contain a brief statement of the factual basis for the determination and the pet rule or rules that have been violated; (ii) state that the pet owner must remove the pet within ten (10) days of the effective date of service of the notice of pet removal (or the meeting) if notice is served at the meeting; and (iii) state that failure to remove the pet may result in initiation of procedures to terminate the pet owner's tenancy.

Any Resident who receives three letters of violation of these pet rules within any consecutive twelve (12) month period may be required to remove the pet from the Development, and provide Landlord with a signed affidavit stating that the pet is no longer on the premises and will not return in the future. Misrepresentation of this affidavit will be grounds for eviction of the resident. If Resident fails to remove the pet within five (5) days of the date of notice from Landlord directing removal of the pet under this Section, Resident's lease may be terminated.

Anything contained in these rules to the contrary, notwithstanding, Landlord reserves the right to act immediately in insisting an offending pet be removed immediately in situations deemed to be of an emergency nature. In such instances if pet owner cannot be contacted, fails or refuses to comply with the immediate removal of a pet, Landlord will act as specified in the section on "Alternate Caretaker" in removing a sick, diseased, injured and/or aggressive animal.

Service of Notice

Any notices required to be given under these rules shall be deemed effective if: (i) mailed by first class mail, postage prepaid addressed to the pet owner at his address in the Development, with a proper return address indicated thereon; or (ii) by serving a copy of the notice on any adult answering the door at the pet owner's apartment unit, or if no adult responds, by placing the notice under or through the door, if possible, or else by attaching the notice to the door.

For the purposes of computing time periods following service of notice, service shall be deemed effective on the day that all notices are delivered or mailed, or in the case of service by posting, on the day that all notices are initially posted.

Courtesy

Landlord recognizes that pets can be therapeutic for those who enjoy, own and care for them. However, pets can be threatening to others who, for whatever reason, are fearful of or allergic to animals. Please exercise common courtesy to residents and staff in dealing with your pet.

Pets are expected to be confined or removed from the dwelling when Maintenance or Administrative personnel are expected to enter to do repairs, inspections, etc.

No Visiting Animals Allowed

These rules pertain only to residents and resident pet owners. No visiting animals or other pets are allowed except those which are used to assist a handicapped person.

I HAVE READ AND UNDERSTAND THE ABOVE RULES AND AGREE TO ABIDE BY EACH AND EVERY ONE OF THEM AND ANY SUBSEQUENT AMENDMENTS OR ADDITIONS WHICH MAY BE ENACTED AFTER THE DATE HEREOF.

Resident

Date

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- ☒ Not applicable
- ☐ Private management
- ☐ Development-based accounting
- ☐ Comprehensive stock assessment
- ☐ Other: (list below)

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

The Housing Authority did not receive any formal comments from the Residents Council on our Plan because we had met with the Residents Council in formulating the Plan itself.

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- ☐ Attached at Attachment (File name)
- ☐ Provided below:

3. In what manner did the PHA address those comments? (Select all that apply)

- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- ☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
☐ Candidates could be nominated by any adult recipient of PHA assistance
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance
☐ Any adult recipient of PHA assistance
☐ Any adult member of a resident or assisted family organization
☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
☐ Representatives of all PHA resident and assisted family organizations
☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: **Asheville, NC**
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

☐ Other: (list below)

2. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

By letter dated June 26, 2002, we provided the City with a copy of our draft Annual Plan for their comments. We did not receive any written comments from them.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Housing Authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number NC19P00750101 FFY of Grant Approval: (MM/YYYY)

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Total estimated cost over next 5 years			

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

ATTACHMENT A

Membership of Resident Advisory Board

Altamont Apartments

Vincent Dayton, President
Grace Waldrop, Vice President
Tatanisha Davis, Secretary
Pauline Guillebeaux, Treasurer

Aston Park Tower

Mary Robertson, President
Janet Foster, Vice President
James Thompson, 1st Vice President
Connie Judge, 2nd Vice President
Sarah Donnel, Secretary
Louise Pickens, Treasurer
Charles Jackson, Sgt-at-Arms

Bartlett Arms

Beverly Jeter, President
Gloria Newber, Vice President
Sandra Wachacha, Secretary
Juanita Vick, Asst. Secretary
Richard Hutchinson, Treasurer
Odessa Richardson, Prayer

Deaverview Apartments

Derrick Smith, President
Bernice Mathis, Vice President
Carrie Green, Secretary

Erskine-Walton Apartments

Anna F. Galloway, President
Betty McCracken, Vice President
Leola Hurst, Secretary

Hillcrest Apartments

Genette Henderson, President
Gary D. Smith, Vice President
Tonya Brown, Secretary

Klondyke Homes

Unknown

Lee Walker Heights

Luvenia Kirkland, President
Minnie Ferguson, Vice President
Delores Fleming, Secretary
Angela Timbers, Asst. Secretary
Veronica Sams, Treasurer

Livingston Heights

David Wright, President
Lillian Johnson, Vice President
Alisha Robinson, Secretary

Pisgah View Apartments

Minnie Jones, President
Michael Osborne, Vice President
Birdie E. Jones, Asst. Secretary

ATTACHMENT B

Resident Membership of the Governing Board:

Minnie Jones

Pisgah View Apts.

Selection by appointment for a term of five years. She was appointed by the mayor of the City of Asheville June 22, 1999.

ATTACHMENT C

Brief Statement of Progress in Meeting the 5-Year Plan Mission and Goals

The plans, statements, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a

comprehensive approach that is consistent with the consolidated plan. A few highlights of our Annual Plan are:

- 1. We have adopted local preferences that include working families, those enrolled in educational training, or upward mobility programs, involuntary displacement, victims of domestic violence, substandard housing, high rent burden, etc.**
- 2. We have adopted an aggressive screening policy to ensure that new admissions will be good neighbors.**
- 3. We will implement a deconcentration policy.**
- 4. We are implementing a pet policy.**
- 5. We have established a minimum rent of \$50.**
- 6. We have established flat and ceiling rents for all of our developments.**

In summary, we are on course to improve affordable housing in Asheville.

ATTACHMENT D

Implementation of Public Housing Resident Community Service Requirement

Community Service Proposal

HUD has now issued regulations implementing section 12(c) of the U.S. Housing Act of 1937 regarding community service requirements for public housing residents. Under this new section, 12 (c), each adult resident of public housing must participate in eight hours of community service and/or economic self-sufficiency activities per month, unless they meet criteria for an exemption. The new regulations, at 24 CFR Part 960, Subpart F, were issued as part of the **Changes to Admission and Occupancy Requirements in the Public Housing and Section 8 Housing Assistance Programs; Final Rule** in the March 29, 200, *Federal Register*. As specified in this rule, PHAS with fiscal years beginning on or after October 1, 2000, are required to implement the community service requirements and to include a description of how the PHA will comply with community service requirements in their next PHA Plans.

In compliance with the above, the Housing Authority proposed the following:

- 1.
2. Administer the program in house by employing qualified residents;
3. Coordinate with DSS, our Temporary Assistance for Needy Families (TANF) Agency, in verifying residents' status;
4. Partner with numerous other agencies to ensure fulfillment of our residents' requirements

Exemptions: elderly, handicapped, disabled, residents who are employed, in training, mothers with children under six years of age or students

The Housing Authority and all agencies in partnership must certify/ensure the community service work performed by the residents is skill building, enriching, meaningful and fulfilling – classified as upward mobility and eventually self-sufficiency.

May we list your name and agency as one of our partners and referrals in this very worthwhile program? If you have questions, or need additional information, please contact Alberta Williams, Constance Proctor or Dorothy Worley at 258-1222.

Name: _____

Agency: _____

Address: _____

Telephone: _____

Contact Person: _____

ATTACHMENT E

PROJECT BASED VOUCHERS

It is projected that 70 units of project-based housing will be constructed this year. There will be twenty (20) units called Life House, which will be designed for persons with spinal cord injuries. These units will be located approximately 1,000 feet off Hendersonville Road, located in the southern portion of Buncombe County. There will be a fifty (50) unit apartment complex named Compton Place Apartments for the elderly. They will be located on Compton Drive in the western portion of Buncombe County. Consistent with the Plan, it is the Housing Authority's goal to provide affordable, decent, safe and sanitary housing for very low-income families.